

AGREEMENT NUMBER
IFBDGSOFACC02AL

1. This Agreement is entered into between the State Agency and the Contractor named below
STATE AGENCY'S NAME
Department of General Services, Office of Fleet Administration
CONTRACTOR'S NAME
Alamo Rent A Car
2. The term of this Agreement is: January 1, 2002 through December 31, 2002
3. The maximum amount \$ of this Agreement is:
4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement:

Exhibit A – Scope of Work	Page(s) 1-8
Exhibit B - Special Terms and Conditions	Page(s) 9-10
* Exhibit C – General Terms and Conditions	GTC201 (Number)
Attachment 2 - Bid/Bidder Certification Sheet	Page(s) 11-12
Attachment 3 - Daily, Weekly and Monthly Rates and One Way Drop Charges	Page(s) 13-15
Attachment 4 - International Rates	Page(s) 16-17
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Attachment 6 - Reservation/Quality Control Numbers	Page(s) 27-28

8/24/2001
(Dated)

*View at www.dgs.ca.gov/contacts

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.



CONTRACTOR		CALIFORNIA Department of General Services Use Only
CONTRACTOR'S NAME (If other than an individual, state whether a corporation, partnership, etc.) Alamo Rent A Car		<div style="border: 2px solid black; padding: 10px; margin: 0 auto; width: 150px;">APPROVED DEC 21 2001 DEPT OF GENERAL SERVICES</div>
BY (Authorized Signature) 	DATE SIGNED 11-9-01	
PRINTED NAME AND TITLE OF PERSON SIGNING Patricia Murphy		
ADDRESS 5230 Pacific Concourse Drive, Suite 110, Los Angeles, CA 90045		
STATE OF CALIFORNIA		
AGENCY NAME Department of General Services, Office of Fleet Administration		
BY (Authorized Signature) 	DATE SIGNED	
PRINTED NAME AND TITLE OF PERSON SIGNING GARRY NESS, Assistant Chief Counsel		
ADDRESS 802 Q Street, Sacramento, CA 95814		
		<input type="checkbox"/> Exempt per _____

EXHIBIT A

SCOPE OF WORK

1. **STATE OF CALIFORNIA CAR RENTAL AGREEMENT**

The State of California, (hereinafter referred to as the "State" and ALAMO (hereinafter referred to as the "Company"), hereby agree that Company will provide the State with rental car services in accordance with the terms and conditions of this agreement.

Company agrees that the terms and conditions set forth herein take precedence over any contrary policies and provisions of any Company rental document that the State of California employee signs when renting a vehicle. Representations by and obligations of Company hereunder are also representations by and obligations of Company's participation franchisees and subcontractors.

Note: During the term of this agreement, Company will be placed on a list with any and all companies that have entered into similar agreements with State. This list will be available to state agencies to use, as those agencies deem appropriate, in meeting their rental car needs. If a state agency chooses to rent vehicles from Company, Company shall provide those vehicles in accordance with all the terms and conditions of this agreement.

2. **TERM OF CONTRACT/OPTIONAL EXTENSION**

The State intends to issue a one-year contract from January 1, 2002 through December 31, 2002, for each contract awarded. The State will have an option to extend the contract term, at its sole discretion, for one (1) additional year. At the expiration of the first extension of a contract resulting from this IFB, the State may request an additional one-year extension of a contract, however, contractors may request price increases in accordance with the following procedure.

The State may authorize price increases effective one (1) year from the starting date of the contract. The Department of General Services, Office of Fleet Administration will negotiate Price increases, and in no case shall exceed the Consumer Price Index (CPI) for the previous calendar year. A written request for the cost increases must be submitted to the Office of Fleet Administration at least ninety (90) days prior to the effective date. The Company shall include in the written request full justification for the price increase. The CPI will be calculated according to the Consumer Annual Average for California which will be supplied by the State of California, Department of Finance, Economic Research Section, Sacramento, California, telephone number (916) 322-2263.

The State shall endeavor to give notice of its intention to extend the contract term at least one hundred and twenty (120) days before expiration of the current term. Companies will be requested to provide updated information relative to the Disabled Veteran Business Enterprise goals for contract term extensions.

3. **RATES**

The daily, weekly, and monthly rates as well as one way rental drop charges offered to State of California employees nationwide are set forth in Attachment 3. International rates if applicable are set forth in Attachment 4. Rates will include unlimited mileage provided the car is returned to the renting location or other drop point authorized by the company at the time of pick up. Rates offered must also include all charges, in addition to airport access fees, vehicle license fees and, State, City and County or local surcharges that apply to the rental car industry as a whole. Sales tax and refueling charges will not be included in the rate.

Rates quoted in Attachment 3 and 4 will not be subject to blackout dates, and do not require advance reservations or a minimum rental period. If the Company provides a vehicle not included in Attachment 3 and 4, or authorizes a different rate, the terms and conditions of this

Agreement will nevertheless apply. Submitted rates will be entered into the Airline Computer Reservation Systems (CRC) by the Company and be designated as the **CALIFORNIA STATE CONTRACT RATE**. The State of California will publish rates described in Attachment 3 and 4 (to the extent possible) changes thereto in Management Memorandum or comparable document. The Company may periodically decrease and increase rates below this maximum. **THE CURRENT RATE SHALL BE QUOTED TO THE STATE TRAVELER AT THE TIME OF RESERVATION.**

Note: Rates quoted in Attachment 3 and 4 must be available at all corporate and participating licensee locations. All California corporate locations at which Company does business must be listed as participating locations in Attachment 5. Company will not charge the State more than the contract rates set forth in Attachment 3 and 4.

4. **PARTICIPATING LOCATIONS**

The Company will identify all participating locations in Attachment 5, and list these locations, with hours of operation, in the Computer Reservation System (CRS).

- A. **ON-TERMINAL LOCATIONS** – On-Terminal locations are locations where both the rental counter(s)/office(s) and vehicles are located on airport property or the rental counter(s)/office(s) is/are on airport property and another rental office and vehicles are away from airport property. The Company must have timely and clearly marked shuttle bus service or other such service, from clearly defined locations in the airport to transport travelers to offices away from the airport terminal. Transportation time to the rental office will not exceed 15 minutes from the time the traveler's call is placed or the time of pick up.
- B. **OFF-TERMINAL LOCATIONS** – Off-Terminal locations are locations where both the rental office and vehicles are located off the airport property but the following criteria are met. Off-Terminal locations must be accessible by timely and clearly marked shuttle bus service or other such service from clearly defined locations in the airport. Rental office entered in CRSs as "Off-Terminal" must be in the close vicinity of the airport; transportation time to the rental office will not exceed 20 minutes from the time the traveler's call is placed or the time of pick up.
- C. **CITY AND SUBURBAN LOCATIONS** – Any location that does not meet the definition of On-Terminal or Off-Terminal shall be referred to as a City or Suburban location. These locations participating in the State of California program will comply with the provisions of this Agreement with the exception of providing pick up and delivery services to and from airports.

5. **RENTAL OFFICES**

The rental offices and/or in-terminal counters will be in a permanent structure, well-lighted, clean, property maintained and clearly defined as the rental Company with whom the reservation was made, as specified by the airport locations.

6. **HOURS OF OPERATION**

The minimum hours of operation within the scope of this contract shall be consistent with airport hours at those locations, and consistent with business hours at all other locations.

7. **RENTAL VEHICLE AND AGREEMENT PROCEDURES**

The vehicle to be rented will be ready for dispatch, to the extent possible, when the renter arrives at the rental location. The renter will be furnished a copy of the Company rental agreement and will not be bound by any stipulation therein which is inconsistent with this Agreement.

8. **RESERVATION CENTER**

Personnel receiving telephone requests will quote current rates, verify participating locations and their hours of operation, and advise renters of the location of offices where employees are

to pick up and return vehicles. Reservations may be made by telephone or through the airline CRS. When the airline computer reservation systems are used to arrange travel, the State of California is under no obligation to book rental cars by phone if the Company is not a party to at least one of the systems employed by the installation or agency concerned. Repeated Company failure to honor reservations will be grounds for placing individual locations in nonuse until satisfactory remedial measures are effected. If the size/class car reserved is not available, the Company will substitute an upgraded vehicle at the same price or, with renter's consent, a smaller car at the reduced rate. Credit card numbers will not be required to make reservations. A confirmation number and, if requested, the local rental location telephone number will be provided at the time a reservation is made. The toll free number for reservations is shown in Attachment 6.

9. **EMPLOYEE IDENTIFICATION AND PAYMENT**

The **American Express Government Charge Card** and the **State of California, Department of General Services Charge Card** will be evidence of a state employee's official status. Payment by the state employee may be made with the **American Express Government Charge Card**, the **State of California, Department of General Services Charge Card** or the **American Express Business Travel Account**. Acceptance of an **American Express Government Charge Card** or **State of California, Department of General Services Charge Card** is mandatory. Precharging credit cards with the estimated amount of the rental and/or making changes to the method of payment (i.e., changing from Department of General Services Charge Card to another form of payment) when the car is returned is prohibited. Cash, personal checks and personal credit cards are not authorized forms of payment for the State of California contract commercial car rental rates.

A. **AUTHORIZATION FOR OPTIONAL USERS** – The methods of payment for authorization of state employees shall apply to optional users as set forth in Exhibit B, DEFINITIONS. It is permissible for the contractor to work out other methods of authorization for optional users, providing it ensures that only authorized persons traveling on official state business use the contracted rates, and payment is by a state agency and not by a private party.

10. **BILLING TO INDIVIDUAL DEPARTMENTS**

For customers using the State of California, Department of General Services Charge Card for payment, the Company will bill each individual vehicle rental to the state employee's department under the General Services Charge Card Customer Account Number. **THE COMPANY WILL NOT BILL THE DEPARTMENT OF GENERAL SERVICES, OFFICE OF FLEET ADMINISTRATION, FOR VEHICLES RENTED BY EMPLOYEES OF OTHER OFFICES AND DEPARTMENTS.** THE COMPANY MUST SEND INVOICES TO THE EMPLOYEE'S DEPARTMENT OR OFFICE ADDRESS. DO NOT SEND TO THE OFFICE OF FLEET ADMINISTRATION ADDRESS, 1416 10TH STREET. The company may download the weekly updated Customer Account Number (CAN) file at:

<http://www.ofs.dgs.ca.gov/default.asp?mp=EFT/main.asp> The Company shall provide the State a single address for the remittance of all payments. All revenue from this Contract shall be processed and reported through a single company billing location.

A. **CUSTOMER ACCOUNT NUMBER (CAN) FILE**

Company must maintain and update the Customer Account Number file for the State of California, Department of General Services Charge Card. The Customer Account Number File is updated biweekly, the State suggests that the company update their Customer Account Number file bimonthly. Prior to downloading the file, the company must register at: <http://www.ofs.dgs.ca.gov/default.asp?mp=EFT/main.asp>.

11. **AMERICAN EXPRESS GOVERNMENT CHARGE CARD CHARGES AND BILLING**

Company will invoice each individual vehicle rental to the travel card provider when the American Express Government Charge Card is used as payment.

12. **AMERICAN EXPRESS BUSINESS TRAVEL ACCOUNT CHARGES AND BILLING**

The Business Travel Account is controlled by the travel agency, the reservation is made with billing numbers that identify the traveler, the department, the cost center, the State rate, and the proper insurance coverage. There are no actual cards. Upon completion of the transaction the Car Rental Company will submit the transaction to AMEX for payment. The State department will receive a consolidated billing statement from AMEX reflecting charges through the 25th of the month. The detailed billing will come directly from the car rental company providing the detail, including cost center information, directly to the department. The department will pay American Express directly.

13. **BILLING DOCUMENTS**

The billing documents from the Company will be legible and include the following information: confirmation/reservation numbers, check-in and check-out date and time [by week(s), day(s), and hour(s)], additional hour rate charge, check-in and check-out locations, beginning and ending mileage and fuel, break-down of charges, daily rate charged, car class, car class code, vehicle description, employee's name, employee's office telephone number, department, unit name, billing address, method of payment, Department of General Services Charge Card Customer Account Number. Copies of the rental agreement with renter's signature shall be made available upon request, if applicable.

14. **AUTHORIZED DRIVERS**

Persons authorized to operate vehicles rented under this agreement, if properly licensed, include the renter, and without additional charge, the renter's fellow employees, while acting within the scope of their employment duties. Employees or agents of the State of California who are 21 or older, if otherwise eligible, may rent and operate vehicles under this Agreement when on official business.

15. **INSURANCE REQUIREMENT**

THIRD PARTY LIABILITY INSURANCE COVERAGE AND INDEMNIFICATION

Notwithstanding the provisions of any Company rental vehicle agreement executed by the state employee, the Company will maintain in force, at its sole cost, insurance coverage, or a duly qualified self insurance program which will indemnify, defend and otherwise protect the State of California and state employees against liability for personal injury, death, and property damage arising from the use of the vehicle. EXCEPT when the loss or damage is caused by one or more of the following:

- A. *Operation of the vehicle by a driver who contributed to the accident while (and has been adjudged by the courts to have been) under the influence of alcohol (in excess of the legal limits) or any illegal non-prescription drug.*
- B. *Operation or use of the vehicle for any intentionally illegal purposes.*

The limit of such liability shall be at least \$500,000 per occurrence for bodily injury and property damage combined. The conditions, restrictions and exclusions of the applicable insurance for any rental shall not be less favorable to the State of California and state employees than the coverage afforded under standard automobile liability policies. When more favorable insurance terms are required under applicable state or foreign country law, such terms will apply to the rental. Standard coverage will include mandatory no-fault benefits where required by law. The Company warrants that, to the extent permitted by law, the liability and property damage coverage provided are primary in all respects to other sources of compensation, including claims statutes or insurance and/or self insurance available to the State of California, renter, or additional authorized driver. Proof of such insurance or self-insurance shall be provided to the State of California. Failure to maintain this required insurance or self-insurance will be grounds for termination of this agreement by the State.

The Company shall furnish to the State of California, along with the bid package, evidence of insurance or self insurance, in the amount of not less than \$500,000 per occurrence, for bodily injury and property damage combined. Providing a certificate of insurance issued by an insurer admitted to issue policies in California may satisfy evidence of insurance. The insurer shall have a rating of B+ or better as determined by Best's Key Rating Guide. Or, the Company shall furnish, along with the bid package, a plan of self-insurance, which includes a copy of the most recent Annual Report, including CPA audited financial statement, to be reviewed by the Office of Risk and Insurance Management.

- A. Self-Insurance in the amount of not less than \$500,000 per occurrence, for bodily injury and property damage combined.
- B. The self-insurance program must be maintained on an actuarially sound basis and be reviewed annually by an independent insurance consultant acceptable to the Department of General Services, Office of Risk and Insurance Management.
- C. A discrete self-insurance fund, in cash or its equivalent, sufficient to satisfy claims within the liability limit as determined by an independent actuary.
- D. A report issued by an independent actuary, which was completed within the last 18 months, must be part of the bid package. The report must indicate stability of the self-insurance program, ability to satisfy claims and financial stability of the Company.
- E. A claims audit of the program, performed within the last 18 months shall be provided.
- F. A copy of the Certificate of Self Insurance issued by the State of California, Department of Motor Vehicles, shall be provided.
- G. In the event that the self-insurance program is discontinued, the actuarial soundness of the claim reserve fund must be maintained for at least three (3) years.

A captive insurance company shall meet the same requirements as a self-insurer, except that it need not provide a Certificate of Self Insurance issued by the Department of Motor Vehicles.

- H. The evidence of insurance or self-insurance must include the following provision in their entirety:
 - 1. This insurance will not be cancelled, non-renewed, or reduced in limits without thirty (30) days prior written notice to the State; and
 - 2. The State of California, its officers, agents, employees and servants are included as additional insureds, but only insofar as the operations under this contract are concerned.

The Company shall be responsible for the timely submission of its insurance certificate (or self-insurance documents) and, in addition, such documentation as is needed to establish to the state's satisfaction that Company's insurance or self-insurance fully covers the operation of all participating franchisees and subcontractors.

In the event said insurance coverage expires at any time or times during the term of this contract, the Company agrees to provide at least thirty (30) days prior to said expiration date, a new certificate of insurance or provision in its plan of self insurance evidencing insurance coverage as provided for herein for not less than the remainder of the term of the contract, or for a period of not less than one (1) year.

In the event the Company fails to keep insurance coverage in effect at all times as herein provided, the State may, in addition to any other remedies it may have, terminate this contract upon the occurrence of such event.

Either commercial insurance or self-insurance may satisfy these provisions regarding automobile liability. Should the Company opt for self-insurance, the Company agrees that its self-insurance program will conform with all the provisions of this section on automobile liability, including, but not limited to, the requirement that such insurance include the indemnification and defense of the State, its officers, agents, employees and servants. Further, any such program of self-insurance shall provide for the payment of all third party liability claims up to at least \$500,000 combined single limits of self-insurance.

16. DAMAGE LIABILITY

State employees will not be subject to any fee for loss or collision damage waiver, and in the event of an accident, will not be responsible for loss or damage to the vehicle except as stated in section 14 and 17.

17. LOSS OF OR DAMAGE TO VEHICLE

Notwithstanding the provisions of any Company vehicle rental agreement executed by the state employee, the Company hereby assumes and shall bear the entire risk of loss of, or damage to, the rented vehicles (including costs of towing, administrative costs, loss of use, and replacement), from any and every cause whatsoever, including without limitation, casualty, collision, fire, upset, malicious mischief, vandalism, falling objects, overhead damage, glass disappearance, except where the loss or damage is caused by one or more of the following:

- A. Willful or wanton misconduct on the part of a driver. **Willful or wanton misconduct is conduct, which is committed with an intentional or reckless disregard for the safety of others or with an intentional disregard of a duty necessary to the safety of another's property.**
- B. Obtaining the vehicle through fraud or misrepresentation.
- C. Operation of the vehicle by a driver who contributed to the vehicle damage while such person was (and has been adjudged by the courts to have been) under the influence of alcohol (in excess of the legal limits) or any illegal non-prescription drug.
- D. Use of the vehicle for any intentionally illegal purpose.
- E. Use or permitting the vehicle to carry unauthorized passengers or property for hire.
- F. Operation of the vehicle in a test race or contest.
- G. Operation of the vehicle by a person other than an authorized driver.
- H. Operation of the vehicle outside the continental United States except where such use is specifically authorized by the rental agreement. Operation across international boundaries unless specifically authorized at the time of rental. (State of California policy requires that the appropriate state agency approve the out-of-the-United States travel, that the Company is notified regarding the trip and that the Department of General Services, Office of Risk and Insurance Management-approved insurance is obtained for the trip.)
- I. Operation of the vehicle off paved, graded or maintained roads, driveways, or state employees residences except when the Company has agreed to this in writing beforehand and the vehicle was properly designed for such use.

Note: The above exceptions are not valid where prohibited by state law.

18. **BILLING FOR DAMAGES**

When loss or damage is due to an exception stated above, the Company will submit its bills directly to the state employee's agency, and not to the state employee. If the agency denies liability on the basis that the state employee was not operating the vehicle within the scope of employment at the time of the loss, the Company may handle the matter directly with the state employee. Claims for damage to a vehicle will not include amounts for loss of use.

19. **ACCIDENTS OR REPAIRS**

The Company will notify renters that in the event of an accident or if repairs become necessary, the state employee should immediately notify the Company by calling the toll free telephone number, or other telephone number provided by the Company and request a replacement vehicle if necessary and instructions for the disposition of the disabled vehicle. The time spent while waiting for the replacement or for repairs due to any mechanical failure of the vehicle shall be deducted from the total amount of rental time.

20. **VEHICLES**

Rental vehicles will be properly licensed, clean and maintained in a safe operating condition, be no more than two years old, and have no more than 40,000 miles on the odometer. Vehicles should have 4-doors (unless otherwise specified, i.e., reasonable accommodation in compliance with the ADA) accommodate four passengers and baggage comfortably, be equipped with an automatic transmission, air conditioning, power steering, power brakes, trunk and all safety equipment required by law. Vehicles will contain a full tank of gas at the time of pick up.

21. **NONUSE**

Full compliance with the terms of this Agreement is required of the Company and its participating locations. Any material deviation from standard rental car practices, or from the terms of this Agreement, may constitute good cause for an individual rental location to be placed in an immediate nonuse status until such time as the State of California determines that proper remedial measures have been effected. Serious violations on a system-wide basis may justify disqualification of the Company from further State of California business. If the Company is disqualified, this Agreement will be immediately terminated.

22. **REPORTS**

A report providing official rental information will be submitted quarterly to:

Statewide Travel Program Administrator
Office of Fleet Administration
802 Q Street
Sacramento, California 95814

The Company will report, by rental location, the total number of vehicle rentals, number of each size/class car rented, total revenue from state employee rentals, average number of days per rental, and average number of miles/kilometers driven per day per rental. In addition, a list of all accidents must be reported each quarter, including total incurred, paid and reserved losses for each accident.

23. **QUALITY CONTROL**

The Company will appoint a representative to be contacted with regard to billing problems and/or complaints. This representative is identified in Attachment 6.

The Statewide Travel Program Administrator and Chief of the Office of Fleet Administration will direct matters of serious concern to appropriate Company headquarter personnel.

24. **ALTERNATIVE DISPUTE RESOLUTION**

In the event a dispute arises with respect to the interpretation of, performance of, or the relationship created by, all or any part of this Agreement, the parties shall attempt in good faith to resolve the dispute. If such efforts prove unsuccessful, each party agrees to consider the use of mediation, mini-trial, arbitration or other alternative dispute resolution techniques prior to

resorting to litigation. If the parties utilize mediation, mini-trial, arbitration or other alternative dispute resolution techniques, each party agrees that no award or decision resulting therefrom shall include punitive damages.

25. **ANTITRUST**

The following provisions of Government Code Section 4552, 4553 and 4554 shall be applicable to the Company.

- A. In submitting a bid to a public purchasing body, the bidder offers and agrees that if the bid is accepted, it will assign to the purchasing body all rights, title and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.c. Sec. 15) or under the Cartwright Act (Chapter 2 [commencing with Section 16700] of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, materials or services by the bidder for sale to the purchasing body pursuant to the bid. Such assignment shall be made and become effective at the time the purchasing body tenders final payment to the bidder. See Government Code Section 4552.
- B. If an awarding body or public purchasing body receives, either through judgement or settlement, a monetary recovery for a cause of action assigned under this chapter, the assignor shall be entitled to receive reimbursement for actual legal costs incurred and may, upon demand, recover from the public body any portion of the recovery, including treble damages, attributable to overcharges that were paid by the assignor but were not paid by the public body as part of the bid price, less the expenses incurred in obtaining that portion of the recovery. See Government Code Section 4553.
- C. Upon demand in writing by the assignor, the assignee shall, within one year from such demand, reassign the cause of action assigned under this part if the assignor has been or may have been injured by the violation of law for which the cause of action arose and (a) the assignee has not been injured, thereby, or (b) the assignee declines to file a court action for the cause of action. See Government Code Section 4554.

26. **ALTERNATIVE FUEL VEHICLES**

The Company will be required to submit a statement to the Office of Fleet Administration regarding plans to comply with laws, rules and regulations that address the purchase and utilization of alternative fuel vehicles.

Company must provide Alternative Fuel Vehicles, vehicles must be either Compressed Natural Gas or Electric, in accordance with the following Attachment 7. To see a list of Alternative Fuel Vehicles accepted go to <http://www.arb.ca.gov/msprog/ccbgfzev.htm>.

27. **BONUSES**

To the extent possible, the Company shall not issue any type of frequent flyer bonuses or club membership bonuses to individuals for vehicles leased under the terms of this contract.

28. **MARKETING AND PROMOTIONAL ADS**

All marketing and promotional ads concerning any contract or rates awarded under this IFB must be approved by the Statewide Travel Program Administrator, prior to distribution.

SPECIAL DEFINITIONS & CONDITIONS

1. **UPGRADE VEHICLE**
For the purpose of this IFB, any vehicle rented at a rate higher than the contract vehicle (i.e., an intermediate, full size, luxury, specialty, 4WD vehicle, jeep/sport utility, mini-van, cargo van, 15 passenger van or box truck.)
2. **DAILY RATE**
For the purpose of this IFB, the charge per day (24 hours) for the lease of a vehicle.
3. **WEEKLY RATE**
For the purpose of this IFB, the charge for the lease of a vehicle for seven (7) continuous days and shall be calculated as six (6) times the daily rate.
4. **MONTHLY RATE**
For the purpose of this IFB, the charge for the lease of a vehicle for thirty (30) continuous days.
5. **ON-AIRPORT LOCATION**
For the purpose of this IFB, a location or office which is within the airport terminal, or an area within the airport property so designated specifically for car rental services. Vehicles may be located in a satellite location. Hours of operation for an On-Airport location or office shall be consistent with airport operating hours. **Hours of operation may not always be 24 hours a day but rather the hours open to the general public.**
6. **OFF-AIRPORT LOCATION**
For the purpose of this IFB, a location or office which is located outside the airport terminal property or an area so designated specifically for car rental services. Hours of operation for an Off-Airport location or office shall be consistent with normal business hours (M-F, 8a.m.-5p.m.).
7. **STATE EMPLOYEE DEFINED**
For the purpose of this IFB, a state employee is an officer or employee of the Executive Branch of California State Government. This includes employees of the California State University System (CSU), University of California System (UC), and Community Colleges.
8. **OPTIONAL USERS**
Rates will be made available to optional users traveling on authorized state business when reserved directly with the car rental company or through an authorized travel agent. In addition to the officers and employees of the Executive Branch, the following may, but are not required to, obtain services under these contracts providing they are on authorized state business:
 - A. **NON SALARIED** – Persons who are on official state business and whose travel expenses are paid by the State (this includes volunteers, members of official task forces, consultants and members of some commissions and boards, and wards of the State).
 - B. **ELECTED CONSITUTIONAL OFFICERS** – Governor, Lieutenant Governor, State Controller, Attorney General, Secretary of State, Superintendent of Public Instruction, State Treasurer, Insurance Commissioner, members of the Board of Equalization, and members of the staff of the above constitutional officers.

- C. **STATE LEGISLATIVE BRANCH** – Members of the State Senate, Members of the State Assembly, and Legislative staff members.
 - D. **STATE JUDICIAL BRANCH** – Justices, officers, and employees of the Supreme Court of California, the Courts of Appeals, the Judicial Council, and Trial and Superior Courts.
 - E. **EXECUTIVE PROTECTION** – Persons providing executive protection to anyone authorized to use these contracted rates.
9. **EXCISE TAX**
The State of California is exempt from federal excise taxes, and no payment will be made for any taxes levied on employees' wages. The State will pay for any applicable State of California or local sales or use taxes on the services rendered or equipment or parts supplied pursuant to this Agreement. California may pay any applicable sales and use tax imposed by another state.
10. **SETTLEMENT OF DISPUTE**
In the event of a dispute, Contractor shall file a "Notice of Dispute" with Office of Fleet Administration, Attn: Office Chief within ten (10) days of discovery of the problem. Within ten (10) days, the Office Chief shall meet with the Contractor and Project Manager for purposes of resolving the dispute. The decision of the Office Chief shall be final.
- In the event of a dispute, the language contained within this Agreement shall prevail over any other language including that of the bid proposal.
11. **POTENTIAL SUBCONTRACTORS**
Nothing contained in this Agreement or otherwise, shall create any contractual relation between the State and any subcontractors, and no subcontract shall relieve the Contractor of his responsibilities and obligations hereunder. The Contractor agrees to be as fully responsible to the State for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by any of them as it is for the acts and omissions of persons directly employed by the Contractor. The Contractor's obligation to pay its subcontractors is an independent obligation from the State's obligation to make payments to the Contractor. As a result, the State shall have no obligation to pay or to enforce the payment of any moneys to any subcontractor.

ATTACHMENT 2

BID/BIDDER CERTIFICATION SHEET

ATTACHMENT 2


BID/BIDDER CERTIFICATION SHEET

This Bid/Bidder Certification Sheet must be signed and returned along with all the "required attachments" as an entire package in duplicate with original signatures. The bid must be transmitted in a sealed envelope in accordance with IFB instructions.

Do not return Section C, Bid Requirements and Information nor the "Sample Agreement".

- A. See Attachment 2: Daily, Weekly and Monthly Rates, and One Way Drop Charges Form & Attachment 3: International Rates Form (if applicable).
- B. All required attachments are included with this certification sheet.
- C. I have read and understand the DVBE participation requirements and have included documentation demonstrating that I have met the participation goals or have made a good faith effort.
- D. The signature affixed hereon and dated certifies compliance with all the requirements of this bid document. The signature below authorizes the verification of this certification.

An Unsigned Bid/Bidder Certification Sheet May Be Cause For Rejection.

1. Company Name Alamo Rent A Car, L.L.C.		2. Telephone Number (888) 333-0660	2a. Fax Number (310) 536-9901
3. Address 5230 Pacific Concourse Drive, Suite 110, Los Angeles, CA. 90045			
Indicate your organization type:			
4. <input type="checkbox"/> Sole Proprietorship		5. <input type="checkbox"/> Partnership	6. <input checked="" type="checkbox"/> Corporation
Indicate the applicable employee and/or corporation number:			
7. Federal Employee ID No. (FEIN) 59-1465528		8. California Corporation No.	
Indicate applicable license and/or certification information:			
9. Contractor's State Licensing Board Number		10. PUC License Number CAL-T-	11. Required
12. Bidder's Name (Print) Ms. Patricia Murphy		13. Title Dir. Commercial Sales - West Division	
14. Signature 		15. Date 10/15/01	
16. Are you certified with the Department of General Services, Office of Small Business Certification and Resources (OSBCR) as:			
a. Small Business Enterprise Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, enter certification number: _____		b. Disabled Veteran Business Enterprise Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, enter your service code below: _____	
NOTE: A copy of your Certification is required to be included if either of the above items is checked "Yes". Date application was submitted to OSBCR, if an application is pending: _____			

ATTACHMENT 3

DAILY, WEEKLY AND MONTHLY RATES AND ONE WAY RENTAL DROP CHARGES

ATTACHMENT 3
STATE OF CALIFORNIA CAR RENTAL AGREEMENT
COMMERCIAL CAR IFB DGS OFA CC02
BID SUBMISSION FORM

RATES

CONTRACT VEHICLE*

DAILY

**WEEKLY
(Six Days)**

MONTHLY


Class/Vehicle**	Compact	\$55.00	\$330.00	\$1,320.00
-----------------	---------	---------	----------	------------

Mid-Size/Intermediate			
Full-Size			
Luxury			
Specialty			
Mini Van			
15 Passenger Van			
FWD/Sport Utility Vehicle			
Other (Specify)			

1. **Personal/Leisure Travel.** The above quoted rates ARE/ARE NOT (circle one) available to State of California employees on personal/leisure travel and DO/DO NOT (circle one) include insurance benefits.
2. **Overtime Charges.** Daily Rate - The Company will charge one-third (1/3) of the daily rate per hour until the maximum daily rate is reached for vehicles leased on a daily basis.
3. **Drop Charges.** Charges for one-way rental No drop charges at participating locations within the state of California. Please see the following attachment for all other participating locations.

Alamo Rent A Car, L.L.C.

Name of Vendor Bidding


 Signature of Person Authorized to
 Commit the Vendor to Binding Contract

Ms. Patricia Murphy

10/15/01
 Date

**Specify Passenger Size

ATTACHMENT 3
STATE OF CALIFORNIA RENTAL AGREEMENT
COMMERCIAL CAR IFB DGS OF A CC02
BID SUBMISSION FORM

ONE-WAY RENTAL DROP CHARGES

The State of California Alamo Program is a preferred Alamo car rental account and Alamo will charge **no extra fees for one-way rentals** when the vehicle is not returned to the participating rental location within the State of California.

Alamo rental cars rented under the State of CA program may be rented at any Alamo California participating location and returned to any other participating location.

For rentals outside of the State of CA, the following charges will apply:

**ONE WAY DROP
CHARGES**

0 - 100 miles	\$25
101 - 350 miles	\$65
351 - 750 miles	\$175
751 + miles	\$250

Inter-city Fee Exceptions

Between all Florida cities	No Charge
Houston Hobby to/from Houston Intercontinental	No Charge
Between Chicago O'Hare, Chicago Midway and Downtown	No Charge
Dallas Fort Worth to/from Dallas Love Field	No Charge
Between Washington National, Washington Dulles and Baltimore (BWI)	No Charge
Between San Francisco Int'l, Union Square, Convention Center, And San Jose.	\$10.00
Between LAX, Orange County, Ontario, Long Beach and Burbank	\$10.00
Between Seattle-Tacoma Int'l and Downtown	\$10.00

ATTACHMENT 4

INTERNATIONAL RATES

ATTACHMENT 4
STATE OF CALIFORNIA RENTAL AGREEMENT
COMMERCIAL CAR IFB DGS OF A CC02
BID SUBMISSION FORM

INTERNATIONAL RATES

A. International Rental Rates:

A discount of up to 10% off retail rates will be offered at all International locations.

Insurance coverage is not included.

ATTACHMENT 5

PARTICIPATING LOCATIONS

ATTACHMENT 5
STATE OF CALIFORNIA RENTAL AGREEMENT
COMMERCIAL CAR IFB DGS OF A CC02
 (Bidder may attach list to this sheet)
PARTICIPATING LOCATIONS

Participating locations are:

Alamo Rent A Car L.L.C. Location list (United States & Canada)
 Competitively located and on airport in major cities across the nation

United States

<u>Alabama</u>		Miami		<u>Maine</u>	
.Birmingham	BHM	‡* Airport	MIA	‡ Portland	PWM
Alaska		North Miami Beach	NMB	<u>Maryland</u>	
.Anchorage	ANC	Port of Miami	PR3	.Baltimore	BWI
<u>Arizona</u>		South Beach	SBC	<u>Massachusetts</u>	
.‡ Phoenix	PHX	Orlando		‡* Boston	BOS
.Tucson	TUS	‡* Airport	MCO	<u>Michigan</u>	
<u>Arkansas</u>		Econo Lodge Maingate	WD2	‡* Detroit	DTW
.Little Rock	LIT	Fountain Park	WDW	<u>Minnesota</u>	
<u>California</u>		Rosen Center	MC2	.Minneapolis/St. Paul	MSP
Anaheim/Disney	ANA	Portofino Bay Hotel	MC8	<u>Missouri</u>	
.Burbank	BUR	Sheraton Studio City	ITL	‡ Kansas City	MCI
‡* Los Angeles	LAX	Wyndham Palace Resort	LBN	.St. Louis	STL
.Ontario	ONT	.Panama City/Bay County		<u>Nevada</u>	
.Orange County	SNA	International Airport	PFN	‡* Las Vegas	LAS
‡ Palm Springs	PSP	.Pensacola	PNS	.Reno	RNO
.Sacramento	SMF	.Sanford	SFB	<u>New Jersey</u>	
‡ San Diego	SAN	.Sarasota	SRQ	‡ Newark	EWR
San Francisco		.Tallahassee	TLH	<u>New Mexico</u>	
.‡ Airport.	SFO	‡* Tampa	TPA	‡ Albuquerque	ABQ
Convention Center	SF1	.‡ West Palm Beach	PBI	<u>New York</u>	
Union Square	SF2	<u>Georgia</u>		.Buffalo	BUF
.San Jose	SJC	.‡ Atlanta	ATL	<u>North Carolina</u>	
<u>Colorado</u>		.Savannah	SAV	.Charlotte	CLT
‡ Aspen	ASE	<u>Hawaii</u>		.Greensboro	GSO
.Colorado Springs	COS	.Hilo	ITO	‡ Raleigh/Durham	RDU
.Denver	DEN	.Kona	KOA	<u>Ohio</u>	
<u>Connecticut</u>		Kauai		‡ Cincinnati	CVG
‡ Hartford	BDL	.Lihue	LIH	.Cleveland	CLE
<u>District of Columbia</u>		Maui		.Columbus	CMH
Washington		.Kahalui	OGG	<u>Oklahoma</u>	
‡ Dulles.	IAD	‡ West Maui	JHM	.Tulsa	TUL
‡ National	DCA	Oahu		<u>Oregon</u>	
<u>Florida</u>		‡ Honolulu	HNL	.Portland	PDX
‡ Clearwater	PIE	Waikiki	WK1	<u>Pennsylvania</u>	
.Daytona Beach	DAB	<u>Illinois</u>		‡ Harrisburg	MDT
Delray Beach	DLR	Chicago		‡* Philadelphia	PHL
.‡ Fort Lauderdale	FLL	.Midway Airport	MDW	.Pittsburgh.	PIT
.Fort Myers	RSW	.‡ O'Hare	ORD	<u>Rhode Island</u>	
‡ Jacksonville	JAX	<u>Indiana</u>		.Providence	PVD
‡ Key West	EYW	.Indianapolis	IND	<u>South Carolina</u>	
‡ Melbourne	MLB	<u>Louisiana</u>		.Charleston	CHS
		.New Orleans	MSY	‡ Myrtle Beach.	MYR

Tennessee

.Knoxville

.Memphis

.Nashville

Texas

.Austin

Dallas

.Fort Worth

‡ Love Field

Houston

TYS

MEM

BNA

AUS

DFW

DAL

.Hobby

.Intercontinental

.San Antonio

Utah

.* Salt Lake City

Washington

Seattle

.* Airport

Downtown

HOU

IAH

SAT

SLC

SEA

S EI

Wisconsin

.Milwaukee

Wyoming

.Jackson

MKE

JAC

Canada

Alberta

.Calgary

‡ Edmonton (downtown)

British Columbia

Vancouver

.Airport

Downtown

Nova Scotia

‡ Halifax

Ontario

‡ Toronto

Quebec

Montreal

.Dorval

Downtown

YYC

YEA

YVR

YV1

YHZ

YYZ

YUL

YMQ

.On-airport locations

‡ Near-airport locations

* Open 24 hours

International Locations

Europe/Middle East/Africa

Caribbean & Latin America

Europe/Middle East/Africa

BELGIUM

Antwerp	AN2
↔ Antwerp	ANR
Brussels	BR9
↔ Brussels National Airport	BRU

CYPRUS

Not Currently Open	
Ayia Napa	AY1
↔ Larnaca International Airport	LCA
Limassol	LI3
Pafos	PA2
↔ Pafos International Airport	PFO

FRANCE

↔ Angers	AN1
↔ Avignon	AV1
↔ Avignon	AVN
↔ Bordeaux	BO2
↔ Bordeaux	BOD
Calais	CQF
Calais	CQH
Dunkerque	XDK
↔ Geneva Airport	GGV
↔ Grenoble	GN1
↔ Lille	LIL
↔ Lille Europe	LIE
↔ Lille TGV	LIF
Lyon	LY1
↔ Lyon	LYS
Lyon Part Dieu	LY2
↔ Lyon Perrache TGV	LY3
Marseilles	MR2
↔ Marseilles	MRS
↔ Montpellier	MPL
↔ Mulhouse	MLH
↔ Mulhouse	MU1
↔ Nantes	NTE

↔ Nantes TGV	
↔ Nice	
↔ Nice International	
↔ Nice National	
↔ Paris Du Nord	
↔ Paris Gare De Lyon TGV	
↔ Paris Orly Sud	
↔ Paris Orly West	
↔ Paris Porte Maillot	
↔ Paris Roissy Cdg1	
↔ Paris Roissy Cdg2	
Paris St Lazare	
Quimper	
↔ Quimper Airport	
↔ Rennes	

↔ Rennes TGV	
Rouen City	
↔ Strasbourg Airport	

↔ Toulouse	
↔ Toulouse	

GERMANY


Corporate	
Augsburg	
↔ Berlin (Tegel)	
↔ Berlin (Tempelhof)	
Berlin Weissensee	
Berlin-Charlottenburg	
Bochum	
Bremen	
↔ Bremen	
Bremerhaven	
↔ Dortmund	
Dresden	
Dresden	
↔ Dresden	
Duesseldorf	
↔ Duesseldorf	
Erfurt	
Essen	

NA1	Frankfurt	FR1
NI2	Frankfurt	FR2
NI1	↔ Frankfurt International	FRA
NCE	Hamburg - Wandsbek	HH1
PA9	↔ Hamburg Airport	HAM
PA1	Hamburg II	HH2
PO2	Hannover	HJ1
ORY	↔ Hannover International Airport	HAJ
P17	Koeln	CG1
PO1	↔ Koeln/Bonn	CGN
CDG	Leipzig (City1-Ctr)	LE1
PA3	↔ Leipzig/ Halle Airport	LEJ
UI2	Mittelsued	LM1
UIP	Moenchengladbach	MGL
RNS	Munich	MU3
RN1	↔ Munich International Airport	MUC
UR1	↔ Nuremberg Airport	NUE
SXB	Stuttgart	SDT
TL2	↔ Stuttgart Airport	STR
TLS	Stuttgart Downtown II	SD3
	Stuttgart-Mitte	ST3
	Licensee	
AUG	Ahrensburg	AG8
TXL	Altenburg	A01
THF	Annaberg-Geyersdorf	AG9
BL3	Aschaffenburg	AS9
BL2	Aschersleben	AL9
BOC	Aue	AU9
BR5	Baa Mergentheim	BM2
BRE	Bad Oldesloe	BA9
BRV	Bad Salzuflen	BD1
DTM	Baa Salzuflen	BZ9
DR1	Bad Segeberg	ZS9
DR2	Bamberg	BG8
DR5	Bayreuth	BY9
DU7	↔ Berlin (Schoenefeld)	SXF
DUS	Bernau	LI9
ERF	Betzdorf	BT9
ESS	Bielefeld	BF9

↔ On ↔ Railway Station
 Updated Tuesday, April 24, 2001
 May Short List


Europe/Middle East/Africa
Caribbean & Latin America

Bruchsal	BSB	Malente	MN7	<u>GREECE</u>	
Buchen	BU8	Mannheim	MA2	→ Alexa Airport	AXD
Butzbach	BU9	Marienberg	MR9	Athens	AT1
Chemnitz	CZ9	Minden	MN8	→ Athens Airport	ATH
Coburg	GO8	Moelln	ML9	Chalkidiki (City 2)	SK1
Coesfeld	CO9	Neumuenster	NR9	Chalkidiki - Kalithea	CH8
Dillenburg	DL1	Nuebrandenburg	NE1	Chania	CHO
Doebeln	DB9	Nuremberg (City 2 N.W.)	NU8	Chios	JKH
Dortmund	DD9	Oehringen	OE1	Corfu	CF9
Ebersbach	EB9	Oelsnitz	OE9	Crete Heraklion	HDT
Eckernfoerde	QHU	Offenburg	OG9	→ Crete Heraklion Airport	HER
Ehringshausen	EH7	Oldenburg	ZPD	Hersonissos	HE1
Eriangen	EN9	Osnabrueck	OB9	Kalamata	KLX
Finowfurt	FI1	Plauen	PN9	Karpathos	AOK
Frankfurt / Oder	FT9	Potsdam	PO7	→ Karpathos International	AOK
Freiberg	FG9	Quedlinburg	QU7	Kavala	KVA
Fritzlar	FRO	Ratzeburg	RA9	→ Kavallas Airport	KVA
Fuerth	FH9	Rheda-Wiedenbrueck	RK9	Kos	KG1
Fulda	FA9	Saalfeld	SA8	→ Kos Ipocratos	KG5
Geisenkirchen	GN9	Schluechtern	SH1	Lefkada	LF1
Gera	GR9	Schwaebisch Hall	SH2	Lesvos	LS2
Gladbeck	GK9	Schwarzenbek	SK7	Loutraki	LO1
Gotha	GO7	Schwedt	ZX1	Myconos	JK1
Greifswald	GM1	Schweinfurt	SW9	Naxos	NX1
Hagenow	HG9	Schwerin	ZSR	Nikolaos	ZAN
Halberstadt	HA1	Siegen	SN8	Parga D/T	PG1
Halle	HA7	Singen	SI9	Paros	PAS
Heide	HE9	Stralsund	ST5	Patra	PT1
Heilbronn	HL1	Suhl	SU8	Rethymno	RE1
Herborn	HN8	Tauberbischofsheim	TB9	Rhodes	RH9
Hof	HF9	Trittau	TR9	→ Rhodes	RHO
Kaiserslautern	KL1	Tuttlingen	TT9	Samos	SMK
Kaltenkirchen	KK1	Ueberlingen	UB1	Santorini	JTR
Karlsruhe	KR9	Villingen-Schwenningen	V59	Skiathos	JS1
Kassel	KA7	Wernigerode	WN9	Skopelos	SK2
Lauenburg	LB8	Wetzlar	WR9	Thessaloniki	SK9
Leipzig - "Am Gasometer"	LP9	Wiesloch	WS1	→ Thessaloniki Airport	SKG
Luckenwalde	LW9	Wilhelmshaven	WH9	Volos	V51
Ludwigsburg	LD1	Winnenden	WI1	→ Zakynthos Airport	ZTH
Ludwigsfelde	LF9	Wuerzburg	WG8	<u>IRELAND</u>	
Luebeck Downtown	LB2	Wulfrath	WU1	→ Cork Airport	ORK
Magdeburg	MA9	Wuppertal	WP9		
Mainz-Bretzenheim	MZ9	Zwickau	ZK9		

→ On  Railway Station
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May Short List

**Europe/Middle East/Africa
Caribbean & Latin America**

✈ Dublin Airport	DUB	✈ Olbia	OLB	✈ Amsterdam Schiphol Airport	AMS
✈ Shannon Airport	SNN	Padova	QP1	Eindhoven	• EHV
ITALY		Palermo	PM5	✈ Eindhoven Airport	EIN
Alessandria	QA2	✈ Palermo	PM0	Hoofddorp	QHZ
✈ Alghero	AHO	Parma	PF1	PORTUGAL	
Ancona	AO2	Perugia	PE2	Albufeira	ALF
✈ Bari	BRI	Pesaro	RM9	Cascais	CAS
Belluno	BN1	Pescara	PSO	Faro	FA1
✈ Bergamo	BGY	✈ Pisa	PSA	✈ Faro International Airport	FAO
✈ Bologna	BLQ	Pistoia	FL9	Lagos	LAG
Bologna	BQ1	Ravenna	RA1	Leiria	LER
Boizano	BZ1	✈ Reggio Calabria	REG	Lisbon	LS1
Brescia	QB1	Reggio Emilia	ZRO	✈ Lisbon International Airport	LIS
✈ Brindisi	BDS	Rimini	RM1	Montegorao	MON
✈ Cagliari	CAG	✈ Rome Ciampino	CIA	Portimao/ Avlor	PRM
✈ Catania	CTA	✈ Rome F.S. Stazione	RO2	Porto	OP1
Cosenza	QC1	✈ Rome Fiumicino	FCO	✈ Porto International Airport	OPO
Florence	FL3	Rome Via PO, 8/A	RO3	Quarteria	QA1
✈ Florence	FLR	Salerno	QS1	SOUTH AFRICA	
Frosinone	QF1	Sanremo	RO9	✈ Capetown International	CPT
Gaeta	QT9	Sassari	QS1	✈ Durban International Airport	DUR
Geia	QI9	Savona	G00	✈ Johannesburg International	JNB
Genoa	G01	Siracusa	QI1	Port Elizabeth (Off Airport)	PL3
✈ Genoa	G0A	Sorrento	RR1	SPAIN	
La Spezia	QL1	Taormina Downtown	TA2	Balearic Island	
✈ Lamezia Terme	SUF	Taranto	TAO	✈ Ibiza (Balearic Island)	IBZ
Lavagna	G06	✈ Trieste Ronchi de Legionari	TRS	✈ Menorca (Balearic Island)	MAH
Lecce	LC7	✈ Turin	TRN	Palma (Balearic Island)	PM2
Legnano	MI9	Udine	UD1	✈ Palma (Balearic Island)	PMI
Livorno	PS9	Varese	QV1	Canary Island	
Messina	QM1	Venice	VC1	✈ Lanzarote (Canary Island)	ACE
✈ Milan F.S. Stazione	MI5	✈ Venice	VCE	✈ Las Palmas (Canary Island)	LPA
✈ Milan Linate	LIN	Verona	VR9	✈ Tenerife (Canary Island)	TFS
✈ Milan Malpensa	MXP	✈ Verona	VRN	✈ Tenerife North (Canary Island)	TFN
Modena	ZM1	Vicenza	VII	Mainland	
Monza	MI8	MALTA		Albacete	AL6
✈ Naples	NAP	Hamrun	HM1	Algeciras	ALG
Naples AGNANO	NA3	✈ Malta International Airport	MLA	Algeciras Port	AL7
✈ Naples F.S. Stazione	NA4	Qawra	QW1	✈ Alicante	ALC
Naples Via M. Cervantes	NA2	NETHERLANDS		✈ Almeria	LEI
Novara	MI7	Amsterdam	AM9	✈ Almeria RRS	AL4
Nuoro	QNI				

✈ On  Railway Station
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May Short List

**Europe/Middle East/Africa
Caribbean & Latin America**

Almeria - El Ejido	AL5
✈ Asturias	OVD
✈ Badajoz	BJZ
✈ Barcelona Airport	BCN
Barcelona Downtown	BC1
Barcelona Gubuzoca	BC2
Barcelona Mataro	BC7
Barcelona North Granollers	BC4
✈ Barcelona RRS	BC6
Barcelona South	BC3
Barcelona Tarrasa	BC8
Barcelona Transmediterranea	BC5
Bilbao	BII
✈ Bilbao	BIO
Cadiz	CA1
Ciudad Real	CIU
Corroba	ODB
✈ El Ferrol	ELF
Gijon	GIJ
Girona	GI1
✈ Girona	GR0
Granada	GR1
✈ Granada	GRX
Huelva	HU1
Jaen EFCC	JAE
✈ Jerez de la Frontera	XRY
✈ La Coruna	LA1
✈ La Coruna	LCG
Leon	LE0
Lerida	LE2
Llanes	LLA
Lugo	LU1
✈ Madrid	MAD
Madrid	MD2
Madrid - Alcobendas	MD6
Madrid - Delicias	MD8
Madrid - North	MD7
Madrid - Northeast	MD5
Madrid - South Alcorcon	MD4
Madrid Downtown - Gran Via	MD1
Madrid Downtown - Mauricio	MD3
Madrid-Las Rozas	MD9
Malaga	AG1

✈ Malaga	AG3
✈ Malaga	AGP
Malaga - East Malaga North	AG2
Marbella	QR1
✈ Merida	QWX
Murcia	MJ1
✈ Murcia Airport	MJV
Orense	ORE
Oviedo	OVI
✈ Palencia	PA4
Pamplona	PN2
✈ Pamplona	PNA
✈ Ponferrada	P03
Pontevedra	PE1
✈ Reus - Tarragona	REU
Reus - Tarragona	TA1
Salamanca	SLM
✈ San Sebastian	EAS
San Sebastian	EA1
Santander	SD2
✈ Santander	SDR
Santiago De Compostela	SC4
✈ Santiago De Compostela	SCQ
Sevilla	SV1
✈ Sevilla	SV2
✈ Sevilla	SVQ
Talavera de la Reina	QWT
✈ Tarragona	REU
Tarragona	TA1
Toledo-Talavera	QWT
Ubeda	UBD
✈ Valencia	VA2
Valencia	VL1
Valencia	VL2
✈ Valencia	VLC
Valladolid	VA1
✈ Valladolid	VLL
Vigo	VG1
Vigo	VG2
✈ Vigo	VG0
✈ Vitoria	VIT
Zaragoza	ZA1
✈ Zaragoza	ZAZ

SWITZERLAND

✈ Geneva International Airport	GVA
Zurich	ZR1
✈ Zurich International Airport	ZRH


UNITED KINGDOM

England	
Andover	ADV
Basildon	VBA
Basingstoke	XQB
Bath	QQX
Bedford	XQD
Birmingham	BIR
✈ Birmingham International	BHX
Bolton	MC7
Bournemouth/Poole	BOH
Bradford	BRF
Brighton	BSH
Bristol	BRS
✈ Bristol International Airport	BRL
Cambridge	CBG
Carlisle	CAX
Chelmsford	ST2
Chelmsford Central	ST4
Chester	CHE
Coventry	CVT
Darlington	XVG
Dartford	DS1
Derby	XQH
Doncaster	DCS
Dover	QQD
✈ East Midlands Airport	NQT
Eastbourne	LG5
Exeter	EXT
Gloucester	BR4
Guildford	WE1
Harlington	LH1
Hull	HUY
Ipswich	IPW
Leeds	LB1
Leicester	QEW
Lincoln	NO1
Liverpool	LPL

✈ On ✈ Railway Station
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**Europe/Middle East/Africa
Caribbean & Latin America**

Luton	LT1	Crawley	LG1	CHILE	
Malastone	MDS	Croydon	DS2		
Manchester	MH1	Enfield	LC1	Antofagasta - Ave. Argentina	AN3
→ Manchester Airport	MAN	Finchley	LC3	→ Antofagasta International	ANF
Middlesbrough	NT1	Fulham	LC4	Calama	CJ1
Milton Keynes	MKS	High Wycombe	HYC	Calama - Opening November 1,	CJ1
Newbury	EWY	Kennington	DS3	→ Puerto Montt - Airport	PMC
→ Newcastle Airport	NCL	Kings Cross	LC5	Santiago - Corporate	SC1
Newcastle Upon Tyne	NTS	Kingston-on-Thames	IM3	Santiago - Hotel Marriott	SC6
Newport	XNE	Lewisham	DS4	→ Santiago International Airport	SCL
Newquay	NQY	London Central	LCY	COSTA RICA	
Northampton	ORM	→ London Gatwick Airport	LGW		
Norwich	NWI	→ London Heathrow Airport	LHR	Alajuela	AL2
Nottingham	NOT	→ London Luton Airport	LTN	Alajuela	ALA
Orpington	DS5	North Cheam	IM4	Guanacaste	GP1
Oxford	OXF	Park Royal	CD2	→ Guanacaste/Liberia	LIR
Peterborough	MK2	Reading	REA	Quepos	XQ1
Plymouth	PLH	Northern Ireland		San Jose	SJ1
Portsmouth Harbour	SO1	Belfast	BF1	San Jose	SJ3
Preston	PRE	→ Belfast City Airport	BHD	San Jose	SJ4
Rayleigh	RY1	→ Belfast International Airport	BFS	→ San Jose	SJO
Sheffield	SZD	Scotland		CURACAO	
Slough	WE2	Aberdeen	ABZ		
Southampton	SO2	Aberdeen	GL2	→ Curacao International Airport	CUR
→ Southampton International	SOU	Dundee	DND	DOMINICAN REP.	
St. Albans	WF2	Edinburgh	ED1		
Stansted	STN	→ Edinburgh International	EDI	Bavaro/Punta Cana	PU1
Stevenage	LT2	Glasgow	GL4	La Romana	LR1
Stockport	MC6	→ Glasgow International Airport	GLA	Puerto Plata Regional Office	PP2
Stoke-On-Trent	MA3	→ Glasgow Prestwick Airport	PIK	→ Santo Domingo Airport	SDQ
Swindon	SWI	Hamilton	GL5	Santo Domingo Main Office	SQ1
Tamworth	TW1	Inverness	INV	MEXICO	
Telford	TE1	Stirling	GL6		
Warrington	XWN	Wales		→ Acapulco Airport	ACA
Watford	WFD	Cardiff	CWL	Acapulco Downtown	AC9
Witham	WT1	Swansea	SWS	Cancun - Condominuis Salvia	CU5
Wolverhampton	WOL	Latin America/Caribbean		Cancun - Hotel Crown Plaza	PLA
Worcester	BI2	ARUBA		Cancun - Hotel Presidente Int	CN1
Yeovil	BO1			→ Cancun Airport	CUN
York	QQY	→ Aruba - Queen Beatrix	AUA	→ Cancun Main Office	CN9
Near London		BONAIRE		→ Chihuahua Airport	CUU
Barking	LC2			Chihuahua - Downtown	CU1
Bracknell	LC6	→ Bonaire Flamingo Airport	BON	Ciudad Del Carmen	CME

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May Short List
Europe/Middle East/Africa

Caribbean & Latin America

Coatzacoalcos	QT1
Cozumel - Hotel Sol Caribe	CZ2
Cozumel - Main Office	CZ1
Cozumel - Port Maritama	CZ3
Cozumel - Port Puerta Maya	CZ4
Cozumel Airport	CZM
Diudad Juarez Airport	CJS
Guadalajara	GD1
↔ Guadalajara Airport	GDL
Huatulco Airport	HU2
↔ Huatulco Airport	HUX
Ixtapa - Centro Commercial	ZI1
↔ Ixtapa - Zihuatanejo Airport	ZIH
La Paz - Downtown	LZ1
↔ La Paz Airport	LAP
↔ Los Cabos - San Jose Del Cabo	SJD
Los Cabos - San Jose Del Cabo	SJ5
Merica - Hyatt Airport	MI4
↔ Merida - Airport	MID
Merida - Main Office	MI1
Mexicali - Downtown	MX1
↔ Mexicali Airport	MXL
Mexico City - Corporate H.Q.	ME8
Mexico City - Downtown	ME9
Mexico City - Hotel Crown	ME1
Mexico City - Hotel Fiesta	ME3
↔ Mexico City - Main A/P	ME7
↔ Mexico D.F. Airport	MEX
Monterrey Airport	MTY
Monterrey Sheraton	MT2
↔ Morelia Airport	MLM
↔ Oaxaca Airport	OAX
Oaxaca Downtown	OA1
Playa Del Carmen - Downtown	PCM
Playa Del Carmen - Main	PC1
Puebla Downtown	PB3
Puerto Vallarta - Plaza Santa	PV3
↔ Puerto Vallarta Airport	PVR
↔ Tampico Airport	TAM
Tijuana - Zona Del Rio	TI1
↔ Tijuana Airport	TIJ
Tuxtla Gutierrez - Downtown	TG1
↔ Tuxtla Gutierrez Intl Airport	TGZ


Veracruz - Downtown	VR2
Veracruz - Downtown	VR4
Veracruz - Hotel Continental	VER
↔ Villahermosa Airport	VSA
Xalapa - Hotel Days Inn	VRO

ST. BARTHELEMY

St. Barthelemy - Place	SBH
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ST. MAARTEN

St. Maarten - Great Bay	SX1
St. Maarten - Maho Beach	SX3
St. Martin - Blue Bay	SX4
St. Maarten - Princess Juliana	SXM

↔ On  Railway Station
Updated Tuesday, April 24, 2001
May Short List

ATTACHMENT 6

**RESERVATION TOLL FREE NUMBER, QUALITY
CONTROL REPRESENTATIVE NUMBER**

RESERVATION TOLL FREE NUMBER
AND
QUALITY CONTROL REPRESENTATIVE(S)

1. The toll free telephone number for reservations is:

(800) 732 - 3232

2. The Name, Address and Telephone/FAX number of the Company representative(s) to be contacted with regard to billing problems and/or complaints is:

Name: Mr. Steven Beasley

Title: Executive Assistance Representative

Address: 4680 Conference Way, South

Boca Raton, FL 33431

Telephone: 800 - 363 --6816 (Ext# 8169)

Fax: 561 - 893 - 7633

Name: Mr. Joe Hanstein

Title: Corporate Sales Manager

Address: 5230 Pacific Concourse Drive

Suite 110

Los Angeles, CA 90045

Telephone: 888 - 333 - 0660

Fax: 310 - 536 - 9901